



UNITED STATES BANKRUPTCY COURT  
MIDDLE DISTRICT OF FLORIDA



**REQUEST BY INDIVIDUAL PRO SE DEBTOR  
TO RECEIVE ELECTRONIC NOTIFICATION**

If you are an **individual debtor** who filed a bankruptcy case without representation (pro se debtor), and have an internet e-mail address, you may elect to receive electronic notice by e-mail whenever a filing is made with the Court in your case. **Separate requests must be completed for each individual debtor in a joint case (husband and wife).**

In order to view the documents filed in your case through a hyperlink in the e-mail notice, you must have Adobe Acrobat Reader installed and you must apply for a PACER account by accessing the PACER website: [www.pacer.psc.uscourts.gov](http://www.pacer.psc.uscourts.gov). The first viewing of the document is free. Additional access to the same document will require you to pay an access fee of \$.08 per page, as approved by the Judicial Conference of the United States. **You may request to stop electronic notice at any time by completing a Request to Stop Electronic Notification available on our website: [www.flmb.uscourts.gov](http://www.flmb.uscourts.gov).**

To sign up for e-mail notification, please provide the information requested below and return this form to the address stated.

Name: \_\_\_\_\_

Case Number: \_\_\_\_\_

Last four digits of SSN: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Home Telephone Number: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

Internet E-Mail Address: \_\_\_\_\_  
**(Only one permitted)**

By submitting this request, I consent and agree to the following:

- All notices required to be sent to me by the Bankruptcy Court will be sent by electronic notification to the above listed internet e-mail address.
- All notices required to be sent to me by the Bankruptcy Court will not be sent by United States mail.
- Notice of changes in my internet e-mail address will be immediately provided to the Bankruptcy Court by completing and sending a new request form.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Pro Se Debtor

Return the completed form to:

United States Bankruptcy Court  
Middle District of Florida  
Attn: Alyson Johnson  
135 West Central Boulevard, Suite 950  
Orlando, FL 32801

Revised: June, 2010